

**Hemyock Parish Council**  
**Monthly Meeting**  
**held in the Forbes Lounge at 7.30pm on 6<sup>th</sup> December 2017**

| Subject  | Action                            |
|--|-----------------------------------|
| <p><b>1. <u>Present</u></b><br/> Mrs H Stallard (Chair), Mr T Barton, Mr R Calcraft, Mr S Clist (Vice-Chair), Mr P Doble, Miss P Lawrence, Mr N Moon, Mr L Povah, Ms J Pritchard, Mr N Punnett, Councillor F Rosamond (District Councillor), , Mrs D Evans (Parish Clerk) and 5 members of the public.</p> <p><b>Apologies</b><br/> Councillor R Radford (County Councillor)</p>   |                                   |
| <p><b>2. <u>Declarations of Interest/Dispensations</u></b><br/> The clerk declared that:-<br/> Agenda items 5.1 &amp; 5.2 - Mr Clist has a pecuniary interest and will leave the room whilst these items are discussed.<br/> Agenda item 11 - Mrs Stallard &amp; Mr Doble both have a personal interest as they are members of Longmead Management Committee.<br/> Agenda item 16 – Mr Clist has a personal interest as he is a member of Devon Countryside Access Forum and Devon Wildlife Trust. Mr N Moon has a personal interest as he is a member of the Rough Shoot Syndicate that uses Hemyock and Shuttleton Commons.<br/> Agenda item 21 - Mrs Stallard &amp; Mr Calcraft both have a personal interest as they are members of The Garages Committee.<br/> Agenda item 22 – Mr Punnett &amp; Mr Moon both have a personal interest as they are trustees of the Healthy Living &amp; Activity Centre.<br/> Agenda item 23 - Mrs Stallard, Ms Pritchard &amp; Mr Punnett all have a personal interest as they are members of the Blackdown Hills Parish Network.<br/> Agenda item 25.2 – Mrs Stallard has a personal interest as she is the Vice-Chairman of the Blackdown Support Group.</p> |                                   |
| <p><b>3. <u>Public Participation</u></b><br/> The following were reported/raised:-</p> <p>3.1 The hedge above Lydensign needs trimming. Clerk to contact landowner.<br/> 3.2 There is a blocked drain at the junction of Westhayes. Clerk to report it.<br/> 3.3 St Mary’s Church has received a letter from Historic England reference the War memorial. The council confirmed it had also received a letter and has the memorial on its asset register.<br/> 3.4 Some parents are parking on grass at Parklands when they are dropping off and picking up from the school.<br/> 3.5 Councillor Rosamond was asked to confirm whether or not black plastic was accepted for recycling by MDDC.</p>  | <p>Clerk<br/> Clerk</p> <p>FR</p> |
| <p><b>4. <u>Minutes from Previous Meetings</u></b><br/> <b>PROPOSAL:</b> The council minutes of the 1<sup>st</sup> November are approved.<br/> <b>PROPOSED:</b> Miss Lawrence<br/> <b>SECONDED:</b> Mr Calcraft<br/> <b>DECISION:</b> passed (all in favour)</p>   |                                   |
| <p><b>5. <u>Planning</u></b><br/> Planning applications considered for:-<br/> <i>Mr Clist left the room.</i></p> <p>5.1 17/01863/FULL. Castle Hill Farm, Castle Hill, Hemyock. Change of use of part of dwelling to create a self-contained unit for holiday and/or ancillary annex use.<br/> <b>PROPOSAL:</b> The council supports the application.<br/> <b>PROPOSED:</b> Mr Moon<br/> <b>SECONDED:</b> Ms Pritchard<br/> <b>DECISION:</b> passed (all in favour)</p> <p>5.2 17/01784/FULL. Land at NGR 313096 112069 (Agri-Parts Co.), Hemyock. Retention of access and track.<br/> <b>PROPOSAL:</b> The council does not support the retention of the track as it does not agree with the lifting of the agricultural occupancy on the main house which in turn would allow the house to be sold separately from the business.</p>  |                                   |

**PROPOSED:** Mr Povah  
**SECONDED:** Miss Lawrence  
**DECISION:** passed (all in favour)

*Mr Clist returned to the room.*

5.3 17/01796/TPO. 3 Castle Barton, Culmstock Road, Hemyock. Application to remove 2 8m limbs from 1 Oak tree and a 4m dead branch from 1 Oak tree protected by Tree Preservation Order 91/00001/TPO.

**PROPOSAL:** The council supports the application.

**PROPOSED:** Mr Barton

**SECONDED:** Mr Clist

**DECISION:** passed (all in favour)

5.4 17/01680/LBC. Culmbridge Farm Cottage, Culmbridge Road, Hemyock. Listed Building Consent for the replacement of existing upvc windows with wooden conservation casement windows.

**PROPOSAL:** The council supports the application.

**PROPOSED:** Mr Punnett

**SECONDED:** Mr Barton

**DECISION:** passed (all in favour)

5.5 17/01761/HOUSE. Culm Davy Farm, Culm Davy, Hemyock. Erection of outbuilding, garden shed and greenhouse.

**PROPOSAL:** The council supports the application but has concerns about the brick plinth. It believes it is inappropriate and would prefer to see a stone or colour-washed render finish.

**PROPOSED:** Miss Lawrence

**SECONDED:** Mr Calcraft

**DECISION:** passed (all in favour)

5.6 17/01702/HOUSE. Downmead, Culmstock Road, Hemyock. Retention of zip wire with raised platform.

**PROPOSAL:** The council supports the application.

**PROPOSED:** Mr Barton

**SECONDED:** Ms Pritchard

**DECISION:** passed (all in favour)

Permission granted noted for:-

5.7 17/01524/FULL. St Marys Church, Hemyock. Erection of extension and relocation of oil tank. Permitted with Conditions to Discharge.

5.8 17/01538/CLU. Rodleigh Farm, Hemyock. Certificate of lawfulness for the existing use of a dwelling in breach of agricultural occupancy Condition (3) of planning permission EN. 6113 for a period in excess of 10 years.

5.9 17/01585/HOUSE. Bodhams Farm, Hemyock. Alteration of roof finish to natural slate and formation of gable on North East elevation.

5.10 17/01586/LBC. Bodhams Farm, Hemyock. Listed Building Consent for alteration of roof finish to natural slate and formation of gable on North East elevation.

5.11 17/01480/CLU. Ashculm Corner, Hemyock. Certificate of Lawfulness for the existing use of 2 caravans in breach of condition (3) of planning permission 01/00451/FULL for a period in excess of 10 years.

5.12 17/01510/FULL Land and Buildings at NGR 313669 113266 Builders Yard, Culmstock Road, Hemyock. Erection of 6 dwellings with associated highways, sheds and stores following demolition of existing buildings.

5.13 17/01535/FULL. Land at NGR 313728 113741 (Longmead Recreation Ground) Station, Hemyock. Erection of a 10m lighting column with a pair of 150 watt LED floodlights to provide emergency lighting for Devon Air Ambulance.

5.14 17/01595/HOUSE. Lemons Hill Farm, Hemyock. Erection of an indoor swimming pool and canopy for terrace following demolition of existing pole barn.

Details pursuant noted on application:-

5.15 16/01621/FULL. Land and Buildings at NGR 314393 113576 The Old Storage Building, Culmbridge Mill Hemyock. Conversion of barn to dwelling.

Application withdrawn noted for:-

5.16 17/01522/FULL. Land at NGR 311751 112286 (Tedburrow), Hemyock. Erection of an agricultural stable block and feed store.

|  |          |                              |                              |    |          |             |    |      |                           |    |        |                              |    |        |             |    |         |                              |  |
|--|----------|------------------------------|------------------------------|----|----------|-------------|----|------|---------------------------|----|--------|------------------------------|----|--------|-------------|----|---------|------------------------------|--|
| <p><b>6. <u>Matters Arising</u></b><br/>         6.1 Tennis Club Lease – the clerk has asked the council’s solicitor to draft the lease. The council will be able to claim the cost of the legal fees from MDDC’s 106 pot.</p>   |          |                              |                              |    |          |             |    |      |                           |    |        |                              |    |        |             |    |         |                              |  |
| <p><b>7. <u>District Council Report</u></b><br/>         Councillor Frank Rosamond reported:-<br/>         He recently led a delegation to the House of Commons to see the housing minister, Alok Sharma, to highlight MDDC’s problem with regard to being unable to demonstrate a 5-year housing supply. The minister was invited to visit MDDC.<br/>         The outstanding work on the public conveniences should have now been completed. Mr Povah will inspect and report back.<br/>         Mid Devon District Council has launched a new energy switching service and comparison website in partnership with Ofgem-accredited UK Power. UK Power run the comparison engines for many of the UK’s biggest switching organisations. The search engine which powers the switches is 100% accurate in determining the best supplier for the individual household circumstance and gives independent advice on the cheapest tariff. The website generates income for the council through commission generated from switches and this commission goes directly into supporting and improving public services.<br/>         10-Year Open Spaces Plan – the council is working on a longer-term 10-year view for planting and maintenance.</p>   | LP       |                              |                              |    |          |             |    |      |                           |    |        |                              |    |        |             |    |         |                              |  |
| <p><b>8. <u>County Council Report</u></b><br/>         Councillor Ray Radford sent the following report:-<br/>         The recent monitoring report to Cabinet indicated a forecast underspend of £2.457 million which is a great improvement on last year when the forecast overspend was £7 million. Details of Directorates as follows:-</p> <ul style="list-style-type: none"> <li>• Children are forecasting an overspend of £2.7 million.</li> <li>• Adults are forecasting an underspend of £4.1 million.</li> <li>• Highways are forecasting an underspend of £64k.</li> <li>• Communities, Public Health and Infrastructure are forecasting an overspend of £133k.</li> <li>• Corporate are forecasting a balanced position.</li> </ul> <p>Notwithstanding the forecast position - do not forget Winter Pressures and the Weather are in front of us!!</p> <p>DCC has started the 18/19 Budget process and Target Budgets are being prepared for Cabinet. Last year’s Budget Book indicated total savings to be delivered are £37 million and over the next three years £64.4 million.</p> <p>The Estates Strategy (2017-2017) main objectives were:-</p> <ul style="list-style-type: none"> <li>• Reduce running costs by 29% (actual reduction was 36.25%, saving £3.5 million).</li> <li>• Reduce backlog maintenance by 32% (actual reduction achieved 33.1% with a notional saving of £12.75 million)</li> <li>• Reduce the floor area occupied by 35% (to date the reduction is 29% but with the completion shortly of some disposals it will be over 35%.)</li> </ul> <p>As you can see, the Key Targets have been achieved and DCC is preparing a Vision for 2018-2025.</p> <p>Finally, I would like to wish all your Councillors a Merry Xmas and a Happy and Healthy New Year.</p> <p>Clerk asked to report to Councillor Radford that the road at Ruggs Moor has still not been mended. Recently the school taxi had to be towed out of the ditch.</p> | Clerk    |                              |                              |    |          |             |    |      |                           |    |        |                              |    |        |             |    |         |                              |  |
| <p><b>9. <u>Finance</u></b><br/>         9.1 Income and expenditure and bank reconciliation<br/> <b>INCOME</b></p> <table border="1" data-bbox="98 1850 1150 2065"> <tr> <td>1.</td> <td>385.00</td> <td>P J Harris Funeral Directors</td> </tr> <tr> <td>2.</td> <td>3,131.57</td> <td>VAT reclaim</td> </tr> <tr> <td>3.</td> <td>2.55</td> <td>Interest HSBC deposit acc</td> </tr> <tr> <td>4.</td> <td>100.00</td> <td>Manning &amp; Knight Stone Mason</td> </tr> <tr> <td>5.</td> <td>250.00</td> <td>Pring &amp; Son</td> </tr> <tr> <td>6.</td> <td>1749.80</td> <td>BHLAC insurance contribution</td> </tr> </table>   | 1.       | 385.00                       | P J Harris Funeral Directors | 2. | 3,131.57 | VAT reclaim | 3. | 2.55 | Interest HSBC deposit acc | 4. | 100.00 | Manning & Knight Stone Mason | 5. | 250.00 | Pring & Son | 6. | 1749.80 | BHLAC insurance contribution |  |
| 1.   | 385.00   | P J Harris Funeral Directors |                              |    |          |             |    |      |                           |    |        |                              |    |        |             |    |         |                              |  |
| 2.   | 3,131.57 | VAT reclaim                  |                              |    |          |             |    |      |                           |    |        |                              |    |        |             |    |         |                              |  |
| 3.   | 2.55     | Interest HSBC deposit acc    |                              |    |          |             |    |      |                           |    |        |                              |    |        |             |    |         |                              |  |
| 4.   | 100.00   | Manning & Knight Stone Mason |                              |    |          |             |    |      |                           |    |        |                              |    |        |             |    |         |                              |  |
| 5.   | 250.00   | Pring & Son                  |                              |    |          |             |    |      |                           |    |        |                              |    |        |             |    |         |                              |  |
| 6.   | 1749.80  | BHLAC insurance contribution |                              |    |          |             |    |      |                           |    |        |                              |    |        |             |    |         |                              |  |

|    |       |                              |
|----|-------|------------------------------|
| 7. | 14.38 | Interest Unity Trust deposit |
| 8. | .15   | Interest Unity Trust g/f     |
| 9. | .49   | Interest Unity Trust P3      |

**EXPENDITURE**

|     |         |                                   |                                   |
|-----|---------|-----------------------------------|-----------------------------------|
| 1.  | 1180.19 | D Evans                           | Wages and expenses                |
| 2.  | 0.29    | HMRC                              | PAYE                              |
| 3.  | 126.50  | I Pike                            | Grass cutting cemetery/village    |
| 4.  | 294.00  | I Pike                            | Village maintenance               |
| 5.  | 32.05   | Hemyock Parish Hall               | Room hire                         |
| 6.  | 227.50  | S Aldworth                        | Internal auditor fee & payroll    |
| 7.  | 30.60   | N Thompson                        | Footpath volunteer expenses       |
| 8.  | 25.00   | Royal British Legion              | Poppy appeal                      |
| 9.  | 480.00  | Grant Thornton                    | External audit fee                |
| 10. | 510.00  | A Doble                           | Bespoke Hemyock Turbary sign      |
| 11. | 36.00   | Campaign to Protect Rural England | Membership fee                    |
| 12. | 120.00  | N Punnett                         | Reimbursement of newsletter costs |

**BANK RECONCILIATION**

|                          |                   |
|--------------------------|-------------------|
| HSBC Community a/c       | 13,433.23         |
| HSBC Deposit             | 75,029.47         |
| HSBC Griffith/Flay       | 0                 |
| HSBC P3                  | 0.04              |
| HSBC Longmead            | 1.27              |
| Unity Trust Bank current | 50.00             |
| Unity Trust Bank deposit | 68,038.49         |
| Unity Trust Bank GF      | 704.62            |
| Unity Trust Bank P3      | 2,269.00          |
| Nationwide Bond          | 75,000.00         |
| United Trust Bank        | 75,000.00         |
|                          |                   |
| <b>Total</b>             | <b>309,526.12</b> |

**PROPOSAL:** that the income is agreed and the above cheques/payments are paid/agreed.

**PROPOSED:** Mr Clist

**SECONDED:** Miss Lawrence

**DECISION:** passed (all in favour). Mr Doble abstained.

9.2 Finance Committee Recommendations

9.2.1 **PROPOSAL:** the council purchase a 4-drawer fire-proof cabinet for archiving purposes for the Store Room to a maximum cost of £1,700.00

**PROPOSED:** Mr Punnett

**SECONDED:** Mr Moon

**DECISION:** passed (all in favour).

9.2.2 **PROPOSAL:** the council purchase cemetery software for approximately £1,000 (set-up) and thereafter £250 per annum.

**PROPOSED:** Mr Clist

**SECONDED:** Mr Barton

**DECISION:** passed (all in favour).

9.2.3 **PROPOSAL:** the council sets a precept for 2018/2019 of £80,000 increasing the cost for a Band D property from £90.69 to £94.95 per annum.

**PROPOSED:** Mrs Stallard

**SECONDED:** Mr Moon

**DECISION:** passed (all in favour).

**10. Clerk Update**

10.1 PCSO Tracey Peters sent the following report:- There are no crimes to report for November and just

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|---|---|
| <p>six incident logs. These include a report of a suspected drink driver, a road traffic collision, livestock wandering on a main road, and a report of suspicious activity.</p> <p>10.2 The clerk will attend a DALC training session in March reference the new General Data Protection Rules.</p> <p>10.3 Snow Warden – If the parish council joins DCC’s Snow Warden Scheme it will, amongst other things, enable the parish to obtain a free supply of salt. Mr Clist agreed to be the Snow Warden.</p> <p>10.4 Jim Lowe, Chair of Buckland Brewer Parish Council, is due to visit on 15<sup>th</sup> January. Clerk to suggest he may wish to rearrange for the spring when the weather is likely to be better.</p> <p>10.5 MDDC planning training – the clerk has asked if MDDC would provide a bespoke training session for councillors.</p> <p>10.6 Defibrillator training – will be held in Clayhidon early next year. Date to be confirmed.</p>  | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> |
| <p><b>11. <u>Longmead</u></b><br/>A meeting has been arranged with the management group in early January to discuss roles and responsibilities. Parishioners have been sending the clerk pictures of dog owners who continue to allow their dogs to exercise on the football pitches despite clear signs informing owners to keep dogs off pitches. A discussion was held about the possibility of publishing the pictures in the council’s next newsletter.</p>  | <p>Clerk</p>  |
| <p><b>12. <u>Air Ambulance</u></b><br/>The lighting column will be fitted week commencing 11<sup>th</sup> December.</p>   |   |
| <p><b>13. <u>Highways</u></b><br/>13.1 Mrs Stallard reported that the road at the bottom of Ashculme has many potholes. Clerk to report.<br/>13.2 Road Widening – Combe Hill/Pencross Hill. Mrs Stallard shared with the meeting the results of two traffic surveys completed several years ago. They showed that the amount of traffic using Pencross was more than that using the Culmstock Road. Members of the council recently met with the Neighbourhood Highway Officer to look at options to improve visibility and possibly widen the road at Ellises Farm. For approximately £1,500 DCC’s Engineering Design Group (EDG) will investigate, design and cost a possible scheme. It was reported that Redwoods, Brookridge and Mr Spiller would be willing to work together on a scheme further up the hill.</p> <p>At the present time, the council is only looking at the opportunity that has arisen at Ellises Farm where parishioners are about to commence works on their access/drive. It was suggested that other options may improve the visibility, namely cutting back the hedge and verge adjacent to the existing stone wall.</p> <p><b>PROPOSAL:</b> the council instructs DCC Highways EDG, at a cost of approximately £1,500, to design and cost a scheme to improve visibility and possibly widen the road at Ellises Farm. This does not commit the council to implement any proposed scheme. Further consideration and discussion will be required once EDG has reported.</p> <p><b>PROPOSED:</b> Mr Povah<br/><b>SECONDED:</b> Mr Barton<br/><b>DECISION:</b> passed. Mr Clist was against the proposal and asked that his opinion be minuted that if the road was improved it would ‘open the door’ to future developments in the village. He would recommend seeking written assurances from companies which had complained about the road confirming their intention to remain in the village for the medium to long-term. He suggested consultation with nearby homeowners and seeking an assurance from Highways that they would adopt the road.</p> <p>Mr Povah suggested that the clerk inform the immediate residents of the council’s intentions.</p> | <p>Clerk</p> <p>Clerk</p>                           |
| <p><b>14. <u>Cemetery</u></b><br/>Nothing to report.</p>  |   |
| <p><b>15. <u>Footpaths</u></b><br/>Mr Povah will chase a response from MDDC reference footpath diversion at Pithayne Farm.</p>  | <p>LP</p>   |
| <p><b>16. <u>Commons Management Group (CMG)</u></b><br/>An update from the Commons Management Group advised:-</p> <ul style="list-style-type: none"> <li>• An additional committee member is sought.</li> <li>• A representative from the group attended a recent auction with a view to purchasing some specimen trees for Shuttleton Common. However, none were suitable.</li> </ul>  |   |

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| <ul style="list-style-type: none"> <li>Volunteering Day at Shuttleton Common was attended by Ed Hopkinson (Devon Wildlife Trust), Mr Clist &amp; Mr Doble. Evidence was seen all of new growth of gorse and heather following the burn and topping. Clerk will add pictures to Facebook page.</li> </ul>   | Clerk       |
| <p><b>17. <u>Village Maintenance</u></b><br/>Mr Pike asked why the council was replacing a bench at Castlepark when it only needs a few slats replacing. Mr Calcraft &amp; Mr Pike will cost the job and report back.<br/>Mr Pike reported that he had cleaned the footbridge and walkway. Some of the bridge is showing initial signs of rot. Mr Povah to investigate and report back.</p>  | RC/IP<br>LP |
| <p><b>18. <u>Public Conveniences</u></b><br/>MDDC has informed the clerk that the outstanding works should now be complete. Mr Povah to inspect and report back.</p>   | LP          |
| <p><b>19. <u>Car Park</u></b><br/>Mr Povah has received a quote from a contractor. The clerk updated the meeting that the deadline to claim a grant from DCC has now been extended until June and thus the work does not have to be completed by end January. Mr Povah will obtain two further quotations and inform the contractor.</p>   |             |
| <p><b>20. <u>Parish Plan/Hemyock Tomorrow</u></b><br/>A meeting has been arranged for 29<sup>th</sup> January at 7.30pm. Mr Punnett was thanked for his time and efforts with this project.</p>  |             |
| <p><b>21. <u>Garages Youth Project</u></b><br/>Mr Povah has obtained further quotations for various types of hardwood doors (hardwood being significantly cheaper than the aluminium option).<br/><br/><b>PROPOSAL:</b> the council purchases oak hardwood doors, subject to Mr Povah &amp; Mr Calcraft approving the supplier's other work.<br/><b>PROPOSED:</b> Mr Punnett<br/><b>SECONDED:</b> Mr Moon<br/><b>DECISION:</b> passed. Mr Povah reluctantly agreed with the proposal but wanted it minuted that hardwood doors will expand and contract and may distort slightly.</p>  |             |
| <p><b>22. <u>Blackdown Healthy Living &amp; Activity Centre</u></b><br/>The trustees are looking at a more efficient heating system for the building. There will be a Xmas coffee morning at the centre on Thursday 14<sup>th</sup> December at 10.30am.</p>   |             |
| <p><b>23. <u>Blackdown Hills Parish Network</u></b><br/>Nothing to report.</p>   |             |
| <p><b>24. <u>Primary School Governor Update</u></b><br/>Following Ms Pritchard's resignation, due to work commitments, the clerk was asked to request copy of governor meeting minutes and ask Patrick Redwood, chair of the governors, to attend the Annual Parish Meeting.</p>   | Clerk       |
| <p><b>25. <u>Correspondence</u></b><br/>25.1 Email from parishioner reference damage to porch noted.<br/>25.2 Email from Blackdown Support Group requesting financial support was considered.<br/><b>PROPOSAL:</b> the council makes a donation of £800.<br/><b>PROPOSED:</b> Mr Punnett<br/><b>SECONDED:</b> Mr Barton<br/><b>DECISION:</b> passed. Mrs Stallard abstained.</p>   | Clerk       |
| <p><b>26. <u>Items raised by Chairman</u></b><br/>Nothing to report.</p>   |             |
| <p><b>27. <u>Items raised by Councillors</u></b><br/>27.1 Hemyock Lights Parade – thanks for an amazing parade.<br/>27.2 The hedge opposite Withy Lane is obscuring the street light. Clerk to report.<br/>27.3 Mr Povah asked that room be made at the Store Room for other archiving material. Mr Calcraft will look at using the old external garage doors when replaced to create wide shelving.<br/>27.4 Mr Doble raised the issue of the meeting layout with some parishioners finding it hard to hear what is being said when councillors have their back to members of public. A new layout will be tried at the</p> | Clerk<br>RC |

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| 27.5 next meeting.<br>The clerk's annual appraisal will take place later in month. Any feedback to Mr Punnet by end of the week. |  |
| <b>28. <u>Date of next Meeting</u> Wednesday 7<sup>th</sup> February at 7.30pm, Forbes Lounge, Parish Hall</b>                   |  |

Meeting closed at 10.17pm

Signed ..... Dated .....